

HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INC.
BOARD OF DIRECTORS MEETING
MONDAY, November 25th, 2019

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held November 25, 2019 at 903 E. Chestnut, Desloge, Missouri.

To promptly inform EMAA staff members and other interested persons of the results of meetings of the Governing Board for the Agency, brief summaries are posted on bulletin boards throughout EMAA, posted on the Agency's website under Board Highlights and are provided to local newspapers immediately following each meeting.

The dinner began at approximately 6:15 p.m. and the Board was called to order at approximately 6:45 p.m. A quorum was present at the Board meeting. The following highlights of actions taken by the EMAA Board of Directors during this meeting.

1. **Review of Agenda:** The Agenda was approved.
2. **Review and Approval of Minutes:** The Board reviewed and approved the minutes of the Regular Board of Directors Meeting held on 10-28-19.
3. **Executive Director Report:** Keri McCrorey provided a verbal overview of the rewritten report in the Board briefing book.
4. **Information Items:**
 - A. Head Start Enrollment –Screenings- CACFP-Attendance October 2019 – Informational purposes only.
 - B. Head Start Kindergarten Readiness Outcomes – Renee Killian provided information to the board the Kindergarten Readiness Outcomes. This was for informational purposes only.
 - C. FY19 Agency Outcomes Report- Cathy Poole presented the Agency Outcomes Report for 2019 to the Board. Informational purposes only.
 - D. Strategic Plan Update- Cathy Poole presented to the Board Members the Strategic Plan updates. This was for information purposes only.
5. **Consent Calendar Items:** There were no consent calendar items.
6. **Action on Committee Reports:** as follows:
 - A. **Personnel / Equal Opportunity Committee:**
 1. **Personnel Action Reports – October 2019** – reviewed as informational item only.

B. Finance Committee:

1. Financial Reports for September 2019: These will be reviewed at the January Meeting.
2. Cash Journal & One Card Statements for September 2019: The report was reviewed and for informational purposes only.
3. Travel Report for September 2019: The report was reviewed and was for informational purposes only.
4. Proposed Approval for the 403b Plan Document – The Executive Director and the HR Coordinator recommend that the Board of Directors accept the updated 403b Plan Document. The board approved the proposal.
5. Proposed Approval for the 457 Plan Document – The Executive Director and the HR Coordinator recommend that the Board of Directors accept the 457 Plan Document. The board approved the proposal.

C. Program Committee:

D. Fundraising Committee:

Julie Pfeifer and Keri McCrorey re-capped the results of the fundraising events that were Held during the months of October and November. The October event was considered an Event for awareness. Several Board Members attended the event in November and felt it was very nicely done. Many staff members also expressed that they heard very good comments from those that attended. They enjoyed it very much. It was viewed by all to have been a success. Julie and Keri expressed appreciation to the Board Members for their participation.

10. Report by Tammy Durbin, Board Liaison to Head Start/Early Head Start Policy Council:

Tammy was not present. The item was directed to Renee Killian. Renee mentioned that due to this being the Councils first meeting of the 2020 Fiscal year, they had a large turnout. She mentioned that the council is off to a good start.

11. Old Business:

- A. Calendar of Future Board of Directors Decisions for 2020: Denis Moore directed board members to note pages 70 to 72 regarding future Board action items.
- B. Tentative Schedule of Future Board Meetings for 2020: Denis Moore directed Board member to page 69 of the board briefing book for the proposed schedule of future board meetings.

12. New Business:

13. Open Meeting - Comments:

Keri McCrorey expressed her gratitude to all the Board Members for their dedication and commitment to the EMAA Board of Directors. As a Community Action Agency it is mandated to have Board and regular meetings. She understands the time it takes them away from family and other obligations they may have.

14. Notice of Closed Session:

15. Report from closed meeting:

16. Adjournment: The motion carried to adjourn. The meeting adjourned approximately 8:00 pm.

NOTE: A full copy of the Board of Directors meeting minutes are available upon request Monday through Thursday from 7:30 a.m. to 5 p.m. Contact Debbie Myers, Executive Secretary, at 573.431.5191 ext. 1142 or via e-mail at dmyers@eastmoaa.org